

ADMINISTRATIVE-INTERNAL USE ONLY

11 April 1974

MEMORANDUM FOR THE RECORD

SUBJECT: Meeting on Search for Watergate-Related Records,  
11 April, 1000-1130 Hours

1. The meeting was held in the DDI Conference Room. It was chaired by [ ] the IG Staff. The DDI was represented by [ ] the DDS&T was represented by [ ] the DDO, since it has no Directorate-wide coordinator, was represented by individuals from several components (perhaps 10 were in attendance); and I sat in for [ ]

2. The IG representatives were asked if they could clarify the guidelines. They admitted that the definitions were vague, even as to the scope of "Watergate," but they were unable to add much to what had been stated in the 26 March 1974 memo. The exercise was to be conducted on a decentralized basis, with each component determining how to conduct the file review and exercising its best judgment as to what materials might be pertinent. It had been felt unwise to even fix cutoff dates. They did stress that the term "records" should be construed broadly, to include such items as notes and appointment calendars. In case guidance was needed on a particular document or file, the question should be put to [ ] on an ad hoc basis. "Hot" documents should be surfaced at once, rather than waiting until 10 May. The IG Staff was not interested in any materials or information reported a year ago in the survey conducted at that time. If only small quantities of documents were uncovered by a component, Xerox copies or the original documents should be forwarded to the Staff. If, however, large files are involved, they should be left in place, and a brief description of the contents should be forwarded to the Staff. To the degree feasible, components should avoid forwarding duplicate copies of documents to the IG Staff. For example, if X division uncovered a pertinent memo received from Y division, X division should communicate this fact to Y division and reach agreement on which of the two components should report it. (One DDO

ADMINISTRATIVE-INTERNAL USE ONLY

ADMINISTRATIVE-INTERNAL USE ONLY

representative stated that he had already found it necessary to maintain a log on such transactions.

3. The DDO representatives were very concerned over the fact that no single individual had been designated to coordinate efforts within that Directorate. At their urging, [ ] agreed that he would encourage the DDO to name some individual to serve in that capacity. People present from the DDO were understandably concerned; each component must submit an interim progress report by 19 April. They stayed in session after the Agency-wide meeting was concluded in order to discuss mutual problems and exchange experiences. (I understand from [ ] that this meeting of DDO members lasted for some time.)

STAT

STAT

4. [ ] summarized for the group the contents of an advance blurb on Hunt's forthcoming book. Publication is anticipated, in several language versions, by 15 June. Hunt was reminded of his secrecy agreement, apparently by the OGC. His response was that, if necessary, he might have his lawyers get in touch with the Agency. There is almost no likelihood that the manuscript will be submitted to the Agency for security review. The book will cover Hunt's entire experience with intelligence, from OSS to the present. (A [ ] suggested that the book be kept in mind in conducting the search of Agency records, but with emphasis on 1972 election activities. Any document involving Hunt in "untoward activities" should be reported.

STAT

5. [ ] was asked whether a precis on the contents of the official personnel files of Hunt and McCord could be prepared and made available, along with their most recent fitness reports. The fitness reports of Hunt, in that they would give the cryptonyms for projects with which he was associated, were felt to be particularly important. [ ] cautioned the group that personnel files were often incomplete on such matters as TDY assignments. He also noted that the files were the property of the Office of Personnel. He [ ] said that he would ask (through [ ] CRS to make a copy of Hunt's entire file. This file would be available to those working on the project. It would be held in the IG Staff.

STAT

6. [ ] was asked what the DDI was doing to respond to the Inspector General's memo. He said that all personnel were being queried once again as to contacts with the principals or unreported

ADMINISTRATIVE-INTERNAL USE ONLY

ADMINISTRATIVE-INTERNAL USE ONLY

knowledge of Watergate-related events. In addition, certain files-- but not all-- are being reviewed. Files related strictly to intelligence production are being ignored, as are the large CRS <sup>13</sup>personality, ~~installation, and~~ photography files. [ ] noted that the IG Staff would appreciate being informed of files which were not reviewed (and, presumably, why they were not reviewed).

STAT

7. [ ] did not shed much light on the DDS&T's effort. He remarked that the search has been highly decentralized and that office directors are making the decisions and judgments.

STAT

8. The DDO has been quite active. [ ]

STAT

STAT

[ ] Document references will be forwarded to the appropriate area division for retrieval and examination. Many DDO records are now at the Records Center or stored in ISG/ARD at Headquarters as inactive. Form 1666s, which describe the contents of each records retirement job, are being examined for clues as to which boxes should be retrieved and screened.

STAT

STAT

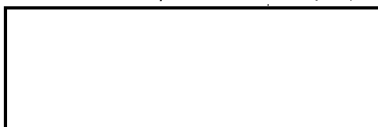
ADMINISTRATIVE-INTERNAL USE ONLY

ADMINISTRATIVE-INTERNAL USE ONLY

d. Agency files will probably contain many records of contracts with Hughes, ITT, and other industrial firms-- most of them being straight-forward commercial arrangements. These dealings should be summarized only.

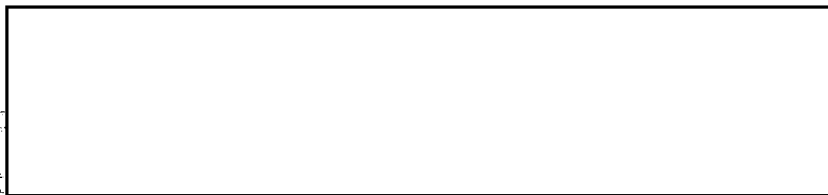
10. A late afternoon call from [ ] revealed that he had drafted a plan for the DDM&S file review, and provided a copy to Harold Brownman. He thought that this plan could serve as the basis for DDM&S compliance, with perhaps minor modifications.

STAT



STAT

Attachments:



AT

ADMINISTRATIVE-INTERNAL USE ONLY

25X1

Approved For Release 2006/02/07 : CIA-RDP78-00300R000100090022-9

Next 8 Page(s) In Document Exempt

Approved For Release 2006/02/07 : CIA-RDP78-00300R000100090022-9